



Fire Marshal's Office
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Business Self-Survey- FIRE INSPECTION Page 1 of 1 Updated 11/20/2014

This form is intended to assist you with general fire code compliance items in your building and is not all inclusive.

A. MEANS OF EGRESS

- 1) Exit doors are accessible and unobstructed. The door opens easily and to the full open position.
- 2) Exit doors unlatch with a single operation so that anyone can exit without delay.
- 3) Fire/smoke doors are maintained in the closed position or are self closing.
- 4) Egress walkways are clear of stock, storage and have a minimum 36" walkway.
- 5) Stairs are free of storage.
- 6) Emergency egress path is easily identified.
- 7) Exit signs and emergency lights are unobstructed and working (include battery power).

B. FIRE PROTECTION

- 1) Portable fire extinguisher- minimum 2A:10B:C mounted <5ft. and current service tag.
- 2) Fire sprinkler system serviced within the last year and has a green compliance tag.
- 3) Fire sprinkler valves unobstructed.
- 4) Fire department connections unobstructed and labeled.
- 5) Stock/storage 18" below sprinkler head, 2ft. below ceiling.
- 6) Kitchen hood serviced within last 6 months.
- 7) Kitchen hood and exhaust cleaned and operating.
- 8) Fire alarm system serviced by licensed company within the last year.
- 9) Fire alarm pull stations, audio or visual devices are unobstructed and visible.

C. HEATING SYSTEM

- 1) Fuel burning appliances that are vented to the outside are free of breaks or holes.
- 2) Appliance covers are in place.
- 3) Minimum 36" away from combustibles.

D. ELECTRICAL

- 1) Extension cords for temporary portable items only. Not for permanent wiring. Use surge protected type.
- 2) Breaker panel does not have unprotected openings and are properly labeled.
- 3) All junction box covers, outlet covers and switch plates are secured in place. No exposed wiring.
- 4) 36" clearance around panels.

E. GENERAL

- 1) Storage and stock are maintained orderly.
- 2) Flammables stored in approved metal safety cans and limited to a total of 10 gallons.
- 3) MSDS (material safety data sheet) on site for chemicals.
- 4) Street address and suite identification are posted- min. 4" high letters and numbers.
- 5) Ceiling tile in place and free of water damage.
- 6) Inspection reports for fire alarm, fire sprinkler system are on site.

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